Division of Mental Retardation Services West Tennessee Regional Training Calendar

- Please contact Eunice Williams, Regional Trainer, at (901) 213-1822, Bobbie Evans, Regional Trainer, at (731) 421-5165 or Loretta Motley, Regional Training Coordinator, at (901) 213-1821, to make reservations for training in West Tennessee. Registration is required for all training. Classes will begin promptly as listed.
- Please note that the following schedule is subject to change. Contact Bobbie, Eunice or Loretta for most current information.
- If you have additional training needs that cannot be met by the dates and/or topics scheduled below, contact **Bobbie**, **Eunice** or **Loretta** with your questions. Self-Determination and other courses are scheduled upon request.
- To schedule Grier Decree Appeals Process training, please contact Janet Neihoff at (731) 423-5889.
- Additional health related training such as Diabetes Mellitus, Diabetes Mellitus and Insulin Administration, Epi-Pen and Medication Self-Administration are scheduled upon request. For more information, please contact Rosie Kee at (901) 213-1858.
- Additional physical and nutritional management training such as Introduction to Physical Nutritional Management, Mealtime Oversight, Comprehensive Physical and Nutritional Management, Sensory Dysfunction and Treatment Avenues and Menu Planning are scheduled upon request. For more information, please contact Kimberly Musicante at (901) 213-1844.
- To schedule PCM training, please call Elise May at (901) 213-1888.
- To schedule additional training for A Guide to Nutrition Resources contact Carolyn Foster at (901) 213-1848.

Please distribute this calendar to staff within your agency.

DATE/TIME	TYPE OF	TOPIC/	TARGETED	LOCATION
	TRAINING	INSTRUCTOR	PARTICIPANTS	
		APRIL 2004		
04/01/04	Pre-service and Core Training	New Employee Orientation	New Regional Office Employees	Jackson Regional Office 37 Executive Drive Jackson, TN
8:30 a.m. – 4:00 p.m.		Bobbie Evans Eunice Williams		Training Room

- Registration is required for all classes. Please call: Bobbie Evans (731) 421-5165, Eunice Spencer Williams (901) 213-1822 or Loretta Motley (901) 213-1821
- For Physical and Nutritional Management Training (PNMT) contact Pat Walton at (901) 213-1842.

DATE/TIME	TYPE OF	TOPIC/	TARGETED	LOCATION
	TRAINING	INSTRUCTOR	PARTICIPANTS	
04/05/04	Train-the-trainer	"What Is Abuse?	Provider	Jackson Regional
	Competency based	How Do We	agencies, ISC	Office
		Prevent It?"	agencies,	37 Executive Drive
		and	Regional Office	Jackson, TN
		Effective Training	staff, families,	
		Techniques	guardians,	
			advocates	
9:00 a.m. –		Eunice Williams		
3:00 p.m.		Bobbie Evans		Training Room
4/6/04	Competency based	Discharge	Agency nurses,	Memphis Regional
	Train-the-trainer	Planning	agency Trainers,	Office
		· ·	ISC's	8383 Wolf lake Drive
				Bartlett, TN
		Class limit: 8		
10:00 a.m. –				
Noon				Conference Room #2
04/07/04	Quarterly Meeting		West TN Training	Jackson Regional
	414	חר	Coordinators	Office Conference Room
	se attend		and/or training contacts	37 Executive Drive
1506		K	Comacis	Jackson, TN
10:30 a.m. –		-81-48		ouonoon, m
Noon				
04/08/04	Competency based	Self-Determination	Provider	Memphis Regional
			Agencies, ISC	Office
			agencies,	8383 Wolf Lake Drive
			Regional Office	Bartlett, TN
			staff,	
			stakeholders,	
			families,	
			guardians,	
			advocates	
9:00 a.m				
noon		Eunice Williams		Training Room
04/08/04	Competency based	Discharge	Agency nurses,	Jackson Regional
	Train-the-trainer	Planning	agency Trainers,	Office
			ISC's	37 Executive Drive
				Jackson, TN
9:30 a.m		Rosie Kee, RN		Tuelinin : D
11:30 a.m.		Nurse Educator		Training Room

- Registration is required for all classes. Please call: Bobbie Evans (731) 421-5165, Eunice Spencer Williams (901) 213-1822 or Loretta Motley (901) 213-1821
- For Physical and Nutritional Management Training (PNMT) contact Pat Walton at (901) 213-1842.

DATE/TIME	TYPE OF TRAINING	TOPIC/ INSTRUCTOR	TARGETED PARTICIPANTS	LOCATION
04/12/04 10:00 a.m	In-service	A Guide to Nutrition Resources Class limit: 10	Residential providers (home managers, program coordinators and direct care staff) and other interested persons	Memphis Regional Office 8383 Wolf Lake Drive Bartlett, TN
04/13/04	Train-the-Trainer	Carolyn Foster ISP Overview & Effective Training Techniques	Provider agencies, ISC agencies, Regional Office staff, families, guardians, advocates	Memphis Regional Office 8383 Wolf Lake Drive Bartlett, TN
9:00 a.m. – 3:00 p.m. 04/13/04	Train-the-trainer Competency based	Eunice Williams Seizure Training Class Limit: 8	Provider agency nurses and direct care staff	Training Room Memphis Regional Office 8383 Wolf Lake Drive Bartlett, TN
9:00 a.m. – 4:30 p.m. 04/14/04	Train-the-trainer	Rosie Kee, RN Nurse Educator Individual Rights & the ADA and Effective Training Techniques	Provider Agencies, ISC agencies, Regional Office staff, stakeholders, families, guardians, advocates	Conference Room #2 Jackson Regional Office 37 Executive Drive Jackson, TN
9:00 a.m 3:00 p.m.		Bobbie Evans		Training Room

- Registration is required for all classes. Please call: Bobbie Evans (731) 421-5165, Eunice Spencer Williams (901) 213-1822 or Loretta Motley (901) 213-1821
- For Physical and Nutritional Management Training (PNMT) contact Pat Walton at (901) 213-1842.

DATE/TIME	TYPE OF TRAINING	TOPIC/ INSTRUCTOR	TARGETED PARTICIPANTS	LOCATION
04/15/04	Train-the-trainer In-service	Implementation Planning & Effective Training Techniques	ISC Agencies, Regional Office Staff, Provider Agencies, other interested Community	Memphis Regional Office 8383 Wolf Lake Drive Bartlett, TN
9:00 a. m. – 3:00 p.m.		Bobbie Evans Eunice Williams		Training Room
04/19 & 20/04 8:30 a.m. – 4:30 p.m.	Competency based	Challenges in Physical Management	Provider agencies, ISC agencies, Regional Office staff, families, guardians, advocates	Memphis Regional Office 8383 Wolf Lake Drive Bartlett, TN
04/21 & 22/04 8:30 a.m 4:30 p.m.		Mealtime Challenges		
(Time to be arranged during class)		Check-offs		
04/20/04	Competency based training	Regional PNMT Abuse & Neglect Prevention for Supervisors	Supervisors of direct support staff	Training Room Jackson Regional Office 37 Executive Drive Jackson, TN
8:30 a.m. – 4:00 p.m.		Eunice Williams Bobbie Evans	Working lunch – please bring your lunch	Training Room
04/22/04	Train-the-trainer Competency based	Seizure Training	Provider agency nurses and direct care staff	Jackson Regional Office 37 Executive Drive Jackson, TN
9:00 a.m. – 4:30 p.m.		Rosie Kee, RN Nurse Educator		Training Room

- Registration is required for all classes. Please call: Bobbie Evans (731) 421-5165, Eunice Spencer Williams (901) 213-1822 or Loretta Motley (901) 213-1821
- For Physical and Nutritional Management Training (PNMT) contact Pat Walton at (901) 213-1842.

DATE/TIME	TYPE OF	TOPIC/	TARGETED	LOCATION
	TRAINING	INSTRUCTOR	PARTICIPANTS	
04/26/04	Train-the-trainer	"What Is Abuse?	Provider	Memphis Regional
	Competency based	How Do We	agencies, ISC	Office
		Prevent It?"	agencies,	8383 Wolf Lake Drive
		and	Regional Office	Bartlett, TN
		Effective Training	staff, families,	
		Techniques	guardians, advocates	
			auvocales	
9:00 a.m. –		Bobbie Evans		
3:00 p.m.		Eunice Williams		Conference Room #1
04/26 & 27/04	Competency based	Challenges in	Provider	Memphis Regional
8:30 a.m. –	. ,	Physical	agencies, ISC	Office
4:30 p.m.		Management	agencies,	8383 Wolf Lake Drive
		_	Regional Office	Bartlett, TN
			staff, families,	
			guardians,	
			advocates	
04/28 & 29/04		Mealtime		
8:30 a.m		Challenges		
4:30 p.m.				
(Time to be		Check-offs		
arranged		Oncok onc		
during class)				
,		Regional PNMT		Training Room
04/27/04	Train-the-trainer	Health Care	RN's & LPN's	Memphis Regional
	Competency based	Planning/Physical		Office
		Status Review		8383 Wolf Lake Drive
				Bartlett, TN
			Please bring	
			healthcare plan	
		Class limit: 8	resources	
		•		
			For information,	
			please call	
		_	Rosie Kee	
9:00 a.m. –		Rosie Kee	at	0 (5 7 7 7 7 7 7 7 7 7 7 7 7 7 7 7 7 7 7
4:30 p.m.		Nurse Educator	(901) 213-1858	Conference Room #2

- Registration is required for all classes. Please call: Bobbie Evans (731) 421-5165, Eunice Spencer Williams (901) 213-1822 or Loretta Motley (901) 213-1821
- For Physical and Nutritional Management Training (PNMT) contact Pat Walton at (901) 213-1842.

DATE/TIME	TYPE OF	TOPIC/	TARGETED	LOCATION
04/29/04	TRAINING Train-the-trainer Competency based	INSTRUCTOR Health Care Planning/Physical Status Review	PARTICIPANTS RN's & LPN's	Jacksons Regional Office 37 Executive Drive Jackson, TN
		Rosie Kee	Please bring healthcare plan resources For information, please call Rosie Kee	
9:00 a.m. –		Nurse Educator	at (901) 213-1858	Training Room
4:30 p.m. 04/30/04	Train-the-trainer Competency Based	Positive Methods for Supporting Children's Social and Emotional Development and Effective Training Techniques	Early Intervention agency staff	Memphis Regional Office 8383 Wolf Lake Drive Bartlett, TN
9:00 a.m. – noon		Eunice Williams		Training Room
110011		MAY 2004		Training Room
05/03 - 05/04	Pre-service and Core Training	Individual Support Planning	Provider agencies, ISC agencies, Regional Office staff, families, guardians, advocates	Memphis Regional Office 8383 Wolf Lake Drive Bartlett, TN
8:30 a.m 4:00 p.m.		Bobbie Evans Eunice Williams		Training Room

- Registration is required for all classes. Please call: Bobbie Evans (731) 421-5165, Eunice Spencer Williams (901) 213-1822 or Loretta Motley (901) 213-1821
- For Physical and Nutritional Management Training (PNMT) contact Pat Walton at (901) 213-1842.

DATE/TIME	TYPE OF	TOPIC/	TARGETED	LOCATION
	TRAINING	INSTRUCTOR	PARTICIPANTS	
05/04/04	Train-the-trainer Competency based	Advanced Care Planning/Life Sustaining Treatment Policy, Health passport, Transfer packet, Tracking forms (including Breast	Provider agencies, ISC, Families, Guardian, advocates	Memphis Regional Office 8383 Wolf Lake Drive Bartlett, TN
		Exams), Health Wellness/acute illness & injuries, How to ask questions, Supporting Individuals with DD		
		Class Limit: 8		
0.20 a m		Rosie Kee, RN		
9:30 a.m. – 4:30 p.m.		Nurse Educator		Conference Room #2
05/06/04	Train-the-trainer Competency based	Behavioral and Mental Health Supports Working lunch	Provider agencies, ISC agencies, Regional Office staff, families, guardians,	Memphis Regional Office 8383 Wolf Lake Drive Bartlett, TN
9:00 a.m. –		please bring your lunch George	advocates	
3:00 p.m.		Zukotynski, PhD		Training Room

- Registration is required for all classes. Please call: Bobbie Evans (731) 421-5165, Eunice Spencer Williams (901) 213-1822 or Loretta Motley (901) 213-1821
- For Physical and Nutritional Management Training (PNMT) contact Pat Walton at (901) 213-1842.

DATE/TIME	TYPE OF	TOPIC/	TARGETED	LOCATION
	TRAINING	INSTRUCTOR	PARTICIPANTS	
05/07/04	Train-the-trainer	Incident	Provider	Jackson Regional
	Competency based	Management &	agencies, ISC	Office
		Abuse	agencies,	37 Executive Drive
		Investigations	Regional Office	Jackson, TN
		Policy	staff, families,	
			guardians, advocates	
9:00 a.m. –				
1:00 p.m.		Doug Clark		Training Room
05/07/04	Competency based	Effective Training Techniques	Agency Trainers	Jackson Regional Office
		-		37 Executive Drive
				Jackson, TN
Following				
Incident				
Management				
Training		Bobbie Evans		Training Room
05/10/04	In-service	A Guide to	Residential	Memphis Regional
		Nutrition	providers (home	Office
		Resources	managers,	8383 Wolf Lake Drive
			program	Bartlett, TN
			coordinators and	
			direct care staff)	
		01111440	and other	
		Class limit: 10	interested	
			persons	
1:00 p.m. –		Caralyn Factor		Cantaranas Basm #0
3:00 p.m.		Carolyn Foster		Conference Room #2

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- For Physical and Nutritional Management Training (PNMT) contact Pat Walton at (901) 213-1842.

DATE/TIME	TYPE OF TRAINING	TOPIC/ INSTRUCTOR	TARGETED PARTICIPANTS	LOCATION
05/10 & 11/04 8:30 a.m. – 4:30 p.m.	Competency based	Challenges in Physical Management	Provider agencies, ISC agencies, Regional Office staff, families, guardians, advocates	Memphis Regional Office 8383 Wolf Lake Drive Bartlett, TN
05/12 & 13/04 8:30 a.m 4:30 p.m.		Mealtime Challenges	auvocates	
(Time to be arranged during class)		Check-offs		
		Regional PNMT		Training Room

Registration is required for all classes. Please call: Bobbie Evans (731) 421-5165, Eunice Spencer Williams (901) 213-1822 or Loretta Motley (901) 213-1821

[•] For Physical and Nutritional Management Training (PNMT) contact Pat Walton at (901) 213-1842.

DATE/TIME	TYPE OF	TOPIC/	TARGETED	LOCATION
	TRAINING	INSTRUCTOR	PARTICIPANTS	
05/11/04	Competency based	Healthcare Management – Comprehensive assessment (RN's only)	Registered Nurses Only	Memphis Regional Office 8383 Wolf Lake Drive Bartlett, TN
		(The prerequisite for this course is PSR/HCP)	(<u>Please bring</u> <u>assessment</u> <u>supplies</u>)	
		Class limit: 8		
9:00 a.m. – 4:30 p.m.		Rosie Kee Nurse Educator	Please call Rosie Kee for information at (901) 213-1858	Conference Room #2
05/11 – 14/04	Pre-service/Core Training	Independent Support Coordination	ISC'S, RO staff, Provider agency staff, families, guardians, advocates	Jackson Regional Office 37 Executive Drive Jackson, TN
8:30 a.m. – 4:00 p.m.		Bobbie Evans Eunice Williams		Training Room

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- For Physical and Nutritional Management Training (PNMT) contact Pat Walton at (901) 213-1842.

DATE/TIME	TYPE OF	TOPIC/	TARGETED	LOCATION
	TRAINING	INSTRUCTOR	PARTICIPANTS	
05/13/04	Competency based	Healthcare Management – Comprehensive assessment (RN's only)	Registered Nurses Only	Jackson Regional Office 37 Executve Drive Jackson, TN
		(The prerequisite for this course is PSR/HCP)	(Please bring assessment supplies)	
9:00 a.m. – 4:30 p.m.		Rosie Kee Nurse Educator	Please call Rosie Kee for information at (901) 213-1858	Training Room
05/17/04	Pre-service and Core Training	New Employee Orientation	New Regional Office Employees	Jackson Regional Office 37 Executive Drive Jackson, TN
8:30 a.m. – 4:00 p.m.		Eunice Williams Bobbie Evans		Training Room
05/17 & 18/04 8:30 a.m. – 4:30 p.m.	Competency based	Challenges in Physical Management	Provider agencies, ISC agencies, Regional Office staff, families, guardians, advocates	Memphis Regional Office 8383 Wolf Lake Drive Bartlett, TN
05/19 & 20/04 8:30 a.m 4:30 p.m.		Mealtime Challenges	auvocates	
(Time to be arranged during class)		Check-offs		
		Regional PNMT		Training Room

- Registration is required for all classes. Please call: Bobbie Evans (731) 421-5165, Eunice Spencer Williams (901) 213-1822 or Loretta Motley (901) 213-1821
- For Physical and Nutritional Management Training (PNMT) contact Pat Walton at (901) 213-1842.

DATE/TIME	TYPE OF	TOPIC/	TARGETED	LOCATION
	TRAINING	INSTRUCTOR	PARTICIPANTS	
05/18/04	Competency based	Orientation to Community	Nurses new to DD and provider	Memphis Regional Office
		Nursing	agencies	8383 Wolf lake Drive
			requiring	Bartlett, TN
		Class limit: 8	information	
		Class IIIIII. 6	regarding nursing issues	
9:00 a.m		Rosie Kee		
4:30 p.m.		Nurse Educator		Conference Room #2
05/18/04	Train-the-Trainer	TQI /Settlement	Provider	Jackson Regional
		Agreement	agencies, ISC	Office
		& Effective Training	agencies, Regional Office	37 Executive Drive
		Techniques	staff, families,	Jackson, TN
		Toominquoo	guardians,	
			advocates	
0.00				
9:00 a.m. – 1:00 p.m.		Sherry Turner		Training Room
05/19/04	Train-the-trainer	"What Is Abuse?	Provider	Jackson Regional
00/10/04	Competency based	How Do We	agencies, ISC	Office
	, , , , , , , , , , , , , , , , , , , ,	Prevent It?"	agencies,	37 Executive Drive
		and	Regional Office	Jackson, TN
		Effective Training	staff, families,	
		Techniques	guardians,	
			advocates	
9:00 a.m. –		Eunice Williams		
3:00 p.m.		Bobbie Evans		Training Room
05/20/04	Train-the-trainer	ICAP	Provider	Jackson Regional
			agencies, ISC	Office
			agencies,	37 Executive Drive
			Regional Office	Jackson, TN
			staff, families, guardians,	
			advocates	
		Bobbie Evans	au i o o a i o o	
9:00 a.m		Eunice Williams		
noon		Loretta Motley		Training Room

- Registration is required for all classes. Please call: Bobbie Evans (731) 421-5165, Eunice Spencer Williams (901) 213-1822 or Loretta Motley (901) 213-1821
- For Physical and Nutritional Management Training (PNMT) contact Pat Walton at (901) 213-1842.

DATE/TIME	TYPE OF	TOPIC/	TARGETED	LOCATION
	TRAINING	INSTRUCTOR	PARTICIPANTS	
05/21/04	Train-the-trainer	Individual Rights &	Provider	Memphis Regional
		the ADA	Agencies, ISC	Office
		and	agencies,	8383 Wolf Lake Drive
		Effective Training	Regional Office	Bartlett, TN
		Techniques	staff,	
			stakeholders,	
			families,	
			guardians,	
0.00 a m			advocates	
9:00 a.m		Eunice Williams		Training Boom
1:00 p.m. 05/21/04	Compotonov based	Service Plan	ISC aganov staff	Training Room Memphis Regional
03/21/04	Competency based	Training	ISC agency staff, Provider agency	Office
		Trailing	staff, Regional	8383 Wolf Lake Drive
			Office staff	Memphis, TN
			Office Staff	mempins, m
9:00 a.m				
4:00 p.m.		Cathy Dunn		Conference Room #1
05/24/04	Competency based	Self-Determination	Provider	Jackson Regional
			Agencies, ISC	Office
			agencies,	37 Executive Drive
			Regional Office	Jackson, TN
			staff,	
			stakeholders,	
			families,	
0.00			guardians,	
9:00 a.m		Dabbia France	advocates	Training Dage
noon	Tuelo (les tuelosos	Bobbie Evans	DAU- O I DAU-	Training Room
05/25/04	Train-the-trainer	Health Care Planning/Physical	RN's & LPN's	Memphis Regional
	Competency based	Status Review		Office 8383 Wolf Lake Drive
				Memphis, TN
				ivicilipilis, IIV
		Class limit: 8		
			For information,	
			please call	
		Decis Ves	Rosie Kee	
9:00 a.m. –		Rosie Kee Nurse Educator	at	Conference Room #2
4:30 p.m.		ivui se Euucator	(901) 213-1858	Contended Room #2

- Registration is required for all classes. Please call: Bobbie Evans (731) 421-5165, Eunice Spencer Williams (901) 213-1822 or Loretta Motley (901) 213-1821
- For Physical and Nutritional Management Training (PNMT) contact Pat Walton at (901) 213-1842.

DATE/TIME	TYPE OF TRAINING	TOPIC/ INSTRUCTOR	TARGETED PARTICIPANTS	LOCATION
05/26/04	Train-the-Trainer	ISP Overview & Effective Training Techniques	Provider agencies, ISC agencies, Regional Office staff, families, guardians, advocates	Jackson Regional Office 37 Executive Drive Jackson, TN
9:00 a.m				
1:00 p.m.		Bobbie Evans		Training Room
05/27/04	Train-the-trainer Competency based	Seizure Training	Provider agency nurses and direct care staff	Jackson Regional Office 37 Executive Drive Jackson, TN
9:00 a.m. –		Rosie Kee, RN		
4:30 p.m.		Nurse Educator		Training Room
05/28/04	Train-the-trainer Competency based	"What Is Abuse? How Do We Prevent It?" and Effective Training Techniques	Provider agencies, ISC agencies, Regional Office staff, families, guardians, advocates	Memphis Regional Office 8383 Wolf Lake Drive Bartlett, TN
9:00 a.m. –		Bobbie Evans		Tarinia a Dana
3:00 p.m.		Eunice Williams JUNE 2004		Training Room
06/01/04	Pre-service and Core Training	New Employee Orientation	New Regional Office Employees	Jackson Regional Office 37 Executive Drive Jackson, TN
8:30 a.m. –		Eunice Williams Bobbie Evans		Training Room
4:00 p.m.		DONNIE EVAIIS		Training Room

- Registration is required for all classes. Please call: Bobbie Evans (731) 421-5165, Eunice Spencer Williams (901) 213-1822 or Loretta Motley (901) 213-1821
- For Physical and Nutritional Management Training (PNMT) contact Pat Walton at (901) 213-1842.

DATE/TIME	TYPE OF TRAINING	TOPIC/ INSTRUCTOR	TARGETED PARTICIPANTS	LOCATION
06/01/04	Competency based	Medication overview Medication errors and omissions Psychotropic medications and policy Class limit: 8	Provider agencies, Regional Office staff, ISC agencies	Memphis Regional Office 8383 Wolf Lake Drive Memphis, TN
9:30 a.m. – 12:30 p.m.		Rosie Kee, RN Nurse Educator		Conference Room #2
06/03/04	In-service	A Guide to Nutrition Resources	Residential providers (home managers, program coordinators and direct care staff) and other interested persons	Jackson Regional Office 37 Executive Drive Jackson, TN
10:00 a.m noon		Carolyn Foster		Training Room

[•] Registration is required for all classes. Please call: Bobbie Evans (731) 421-5165, Eunice Spencer Williams (901) 213-1822 or Loretta Motley (901) 213-1821

[•] For Physical and Nutritional Management Training (PNMT) contact Pat Walton at (901) 213-1842.

DATE/TIME	TYPE OF	TOPIC/	TARGETED	LOCATION
06/07 & 08/04	TRAINING Competency based	INSTRUCTOR Challenges in	PARTICIPANTS Provider	Memphis Regional
8:30 a.m. –	Competency based	Physical	agencies, ISC	Office
4:30 p.m.		Management	agencies,	8383 Wolf Lake Drive
•		· ·	Regional Office	Bartlett, TN
			staff, families,	
			guardians,	
			advocates	
06/09 & 10/04		Mealtime		
8:30 a.m		Challenges		
4:30 p.m.		· ·		
(Time to be		Check-offs		
arranged		GHOOK OHO		
during class)				
00/00/04	T	Regional PNMT	D	Training Room
06/08/04	Train-the-trainer	Individual Rights & the ADA	Provider Agencies, ISC	Jackson Regional Office
		and	agencies,	37 Executive Drive
		Effective Training	Regional Office	Jackson, TN
		Techniques	staff,	,
			stakeholders,	
			families,	
			guardians, advocates	
			auvocates	
9:00 a.m				
3:00 p.m.		Bobbie Evans		Training Room

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- For Physical and Nutritional Management Training (PNMT) contact Pat Walton at (901) 213-1842.

DATE/TIME	TYPE OF	TOPIC/	TARGETED	LOCATION
	TRAINING	INSTRUCTOR	PARTICIPANTS	
06/08/04	Competency based	Healthcare Management – Comprehensive assessment (RN's only)	Registered Nurses Only	Memphis Regional Office 8383 Wolf Lake Drive Bartlett, TN
		(The prerequisite for this course is PSR/HCP)	(Please bring assessment supplies)	
		Class limit: 8		
			Please call Rosie Kee for information	
9:00 a.m. – 4:30 p.m.		Rosie Kee Nurse Educator	at (901) 213-1858	Conference Room #2
06/10/04	Competency based	Healthcare Management – Comprehensive assessment (RN's only)	Registered Nurses Only	Jackson Regional Office 37 Executive Drive Jackson, TN
		(The prerequisite for this course is PSR/HCP)	(<u>Please bring</u> <u>assessment</u> <u>supplies</u>)	
9:00 a.m. – 4:30 p.m.		Rosie Kee Nurse Educator	Please call Rosie Kee for information at (901) 213-1858	Training Room

- Registration is required for all classes. Please call: Bobbie Evans (731) 421-5165, Eunice Spencer Williams (901) 213-1822 or Loretta Motley (901) 213-1821
- For Physical and Nutritional Management Training (PNMT) contact Pat Walton at (901) 213-1842.

DATE/TIME	TYPE OF TRAINING	TOPIC/ INSTRUCTOR	TARGETED PARTICIPANTS	LOCATION
06/14/04	In-service	A Guide to	Residential	Memphis Regional
00/14/04	III SCI VICC	Nutrition	providers (home	Office
		Resources	managers,	8383 Wolf Lake Drive
		11000011000	program	Bartlett, TN
			coordinators and	
			direct care staff)	
		Class limit: 10	and other	
			interested	
10:00 a.m			persons	
noon		Carolyn Foster		Conference Room #2
06/15/04	Train-the-trainer	Medication	RN's only	Memphis Regional
		Administration for		Office
		unlicensed		8383 Wolf Lake Drive
		personnel		Bartlett, TN
		01		
		Class Limit: 8		
8:30 a.m. –		Rosie Kee, RN		
4:30 p.m.		Nurse Educator		Conference Room #2
06/15 – 17/04	Competency based	Meeting	ISC Agencies,	Memphis Regional
	Composition values	Management	Regional Office	Office
			Staff, Provider	8383 Wolf Lake Drive
			Agencies, other	Bartlett, TN
			interested	·
06/15 & 06/16			Community	
8:30 a.m. –				
4:00 p.m.				
06/17/04				
8:30 a.m. –		Bobbie Evans		Tuelulu u Deess
1:00 p.m.	Mankahan	Eunice Williams	Frequetive Ctaff 0	Training Room
06/21/04	Workshop	Preventing Abuse,	Executive Staff &	Jackson Regional Office
		Neglect and Mistreatment:	Managers	37 Executive Drive
		Effective		Jackson, TN
		Strategies for		ouckson, 114
		Managers		
9:00 a.m. –		Eunice Williams		
1:00 p.m.		Bobbie Evans		Training Room

- Registration is required for all classes. Please call: Bobbie Evans (731) 421-5165, Eunice Spencer Williams (901) 213-1822 or Loretta Motley (901) 213-1821
- For Physical and Nutritional Management Training (PNMT) contact Pat Walton at (901) 213-1842.

DATE/TIME	TYPE OF	TOPIC/	TARGETED	LOCATION
	TRAINING	INSTRUCTOR	PARTICIPANTS	
06/21 & 22/04	Competency based	Challenges in	Provider	Memphis Regional
8:30 a.m. –		Physical	agencies, ISC	Office
4:30 p.m.		Management	agencies,	8383 Wolf Lake Drive
			Regional Office	Bartlett, TN
			staff, families, guardians,	
			advocates	
06/23 & 24/04		Mealtime	uuvoodioo	
8:30 a.m		Challenges		
4:30 p.m.		J		
-				
(Time to be		Check-offs		
arranged				
during class)		Regional PNMT		Training Room
06/22/04	Train-the-trainer	"What Is Abuse?	Provider	Jackson Regional
00/22/04	Competency based	How Do We	agencies, ISC	Office
	l composition y nation	Prevent It?"	agencies,	37 Executive Drive
		and	Regional Office	Jackson, TN
		Effective Training	staff, families,	
		Techniques	guardians,	
			advocates	
9:00 a.m. –		Eunice Williams		
3:00 a.m. –		Bobbie Evans		Training Room
06/22/04	Train-the-trainer	Seizure Training	Provider agency	Memphis Regional
00/22/04	Competency based	Conzure Training	nurses and direct	Office
	, ,		care staff	8383 Wolf Lake Drive
				Bartlett, TN
		Class Limit: 8		
9:00 a.m. –		Rosie Kee, RN		
4:30 p.m.		Nurse Educator		Conference Room #2
06/24/04	Train-the-trainer	Seizure Training	Provider agency	Jackson Regional
	Competency based		nurses and direct	Office
			care staff	37 Executive Drive
				Jackson, TN
9:00 a.m. –		Rosie Kee, RN		
4:30 p.m.		Nurse Educator		Training Room
p	l		l .	

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DATE/TIME	TYPE OF	TOPIC/	TARGETED	LOCATION
	TRAINING	INSTRUCTOR	PARTICIPANTS	
06/28/04	Train-the-trainer	"What Is Abuse?	Provider	Memphis Regional
	Competency based	How Do We	agencies, ISC	Office
		Prevent It?"	agencies,	8383 Wolf Lake Drive
		and	Regional Office	Bartlett, TN
		Effective Training	staff, families,	
		Techniques	guardians,	
			advocates	
0.00		Dahhia Evana		
9:00 a.m. –		Bobbie Evans Eunice Williams		Training Boom
3:00 p.m. 06/29/04	Competency based	Abuse & Neglect	Provider agency	Training Room Memphis Regional
00/29/04	training	Prevention for	support staff	Office
	training	Support Staff	Support Stair	8383 Wolf Lake Drive
		oupport otan		Bartlett, TN
			Working lunch –	·
			please bring your	
			lunch	
8:00 a.m		Bobbie Evans		
4:00 p.m.		Eunice Williams		Conference Room #1
06/29/04	Competency based	Orientation to	Nurses new to DD	Memphis Regional
		Community	and provider	Office
		Nursing	agencies	8383 Wolf lake Drive
			requiring information	Bartlett, TN
		Class limit: 8	regarding nursing	
		Class IIIIII. 0	issues	
			133463	
9:00 a.m		Rosie Kee		
4:30 p.m.		Nurse Educator		Conference Room #2
06/30/04	Competency based	Self-Determination	Provider	Memphis Regional
			Agencies, ISC	Office
			agencies,	8383 Wolf Lake Drive
			Regional Office	Bartlett, TN
			staff,	
			stakeholders,	
			families,	
			guardians,	
1.00			advocates	
1:00 p.m 4:00 p.m.		Eunice Williams		Training Poom
4:00 p.m.		Eunice williams		Training Room

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